

BOARD OF SELECTMEN

September 4, 2007

The Chairman McArdle called the meeting to order at 7:30PM. Board members present in addition to Chairman McArdle were Richard Gandt, Steve Clark, and Dick Carlson. Selectman Boyd Jackson was absent. Of the Selectmen's staff, Town Administrator Virginia Wilder, & Board Secretary, Donna Rich were in attendance. Other persons present were Jane Schraffa and Evleyn Hammond of the Topsfield Cable. Also present were Brendan Lewis of the Tri-Town Transcript, Faye Raynard of the Village Reporter, Robert Varney, Topsfield Sign Shop, Joseph Bochetti and his son, owner of 414 Boston Street, also Susan Erickson, potential tenant of 414 Boston St.

Announcements: Chairman McArdle announced that the MAPC is hosting a roundtable discussion with Planning Board members and Boards of Selectmen from surrounding areas on September 26, 2007 at the Proctor School Cafeteria beginning at 6:30PM, light supper will be served. RSVP is advised. Also announced was that the Board would go into executive session at the end of the meeting to discuss the Lopez v. BOH lawsuit, Fire Chief Contract, and union contracts for police, dispatchers, highway/water, and park & cemetery, and would not return to open session.

Selectmen Minutes: Selectman Gandt made a motion to accept the minutes of August 20, 2007 as written; seconded by Selectman Clark; so voted 4-0. Selectman Gandt made a motion to accept the minutes of the Executive Session of August 20, 2007 as written and to hold until all matters have been resolved; seconded by Selectman Clark, so voted 4-0. Selectman Gandt made a motion to accept the amended minutes of the Working Session of August 21, 2007; seconded by Selectman Clark; so voted 4-0.

OLD BUSINESS:

Council on Aging Appointment Terms: The Attorney General has approved the 2007 Annual Town Meeting approval of staggered terms for the Council on Aging. Selectman Gandt made a motion for Larry Atkins, Jen Collins-Brown and Mary Jolene Guerra's existing terms expiring June 2008 to expire June 30, 2010 and for Sue Gibbons and Alice Sheridan's existing terms expiring June 2008 to expire June 30, 2009; seconded by Selectman Clark; so voted 4-0.

Municipal Coalition for Affordable Housing: The Coalition is seeking members to join in an effort to improve the State's affordable housing process and related 40B regulations. Ten (10) communities are presently members out of a possible 351. The Coalition has scheduled a meeting for October 26th although time and place have not yet been announced. Selectman Carlson made a motion that Topsfield join the Coalition for Affordable Housing, seconded by Selectman Gandt; so voted 3-1, Chairman McArdle opposed.

Library Restitution Account: The Library Trustees sent a letter requesting the settlement amount of \$46,500 be applied to their next bond payment or to be held in escrow until the last bond payment due in 2018. The Town Accountant has submitted what the original agreement was in 2005 which references that the Commissioners of the Trust Funds voted to make available to the Town of Topsfield, \$64,000 as an accelerated distribution from the Gould Trust Fund B; which was to cover the Library Bond Payment due in 2018. Selectman Clark made a motion to place an article on the Special Town Meeting warrant of 2008 that would transfer funds from the "Library Insurance & Restitution" account to the "Library Repair 2018 Loan Subsidy" account

to cover any outstanding invoices and bring the account balance up to the original \$64,000 for the 2018 bond obligation, seconded by Selectman Gandt; so voted 4-0.

NEW BUSINESS:

27th Annual Fall Foliage Road Race: Selectman Clark made a motion to grant permission to the Topsfield-Boxford-Middleton Rotary Club to hold its annual road race in Topsfield on October 21, 2007 beginning at 1PM. Also granted was permission to place a banner between Proctor School & Town Hall, from October 11 to October 22nd, seconded by Selectman Gandt; so voted 4-0.

Noted: The BOS Office received a call of thanks regarding the Board's request that the Special Olympics organizers notify Topsfield abutters along the race route of the date and time cyclists would be traveling past their homes.

Appointments:

8:00PM: Selectman Gandt read the public hearing notice regarding a request for a special sign permit located at 414 Boston Street. Joseph Brochetti, owner, was asked to address the Board with his request. Mr. Brochetti explained that the property is on the corner of North St. and Boston St. and that he has been clearing trees, cleaning up the building and remodeling the inside. Two businesses are expected at the location: Susan Erickson's mortgage company, and his and his son's electrical contracting company. They have been in business in Everett for the past 22 years and have decided to move their business to Topsfield. Mr. Brochetti presented a diagram of two signs stating that they are seeking approval of 6 feet by 8 feet sign of redwood material. The posts are still in the design phase. Selectman Clark asked about the illumination of the sign that was presented with the application. Mr. Brochetti stated that he is aware that the Town discourages internally lighted signs and that he has decided to use a nice external electrical fixture to illuminate the sign and that the lighting would be on a timer, going off at 10:30PM. Selectman Gandt asked where the sign would be placed on the property, knowing there is a bylaw stating the set-backs are 10 feet. Robert Varney of the Sign Shop, who is designing the sign, addressed the Board stating that the sign would be placed closer to the building than shown on the picture, outside the 10 feet set-back by-law. Selectman Clark made a motion to approve the size of the proposed sign to be 6' X 8' and to continue the public hearing for 2 weeks at which time the applicant will return with further details on the posts and location of the sign to be placed at 414 Boston St., seconded by Chairman McArdle; so voted 4-0.

Town Administrator's Report:

Please see attached report.

Slate Roof Repair Needed: Received one bid for a quote of \$19,000 to replace 60-80 tiles that apparently are missing or damaged. It was noted that to fund this project the Board could request a transfer of funds from the Finance Committee or wait for the 2008 Annual Town Meeting. It was agreed to obtain a consultant's opinion of the extent of repairs required on the roof before making a decision

Correspondence & Reports

Correspondence:

59 Willowdale Rd Easement: A letter was received from Mr. Niland of 244 Ipswich Rd regarding the Public Works intent to clean out the drainage easement at the Casey's home at 59 Willowdale Rd. Selectman Clark had spoken to Dave Bond, Superintendent of Highways, who stated that he had reviewed the site and that it did not warrant any cleaning out at this time.

MASCO Collective Bargaining: Claire Sheff Kohn, MASCO Superintendent has requested a meeting with the Boxford, Middleton and Topsfield Town Administrators to choose a representative for the Collective Bargaining. Alan Benson, Boxford Town Administrator was chosen to be the representative.

Recertified FY08 MASCO Budget: Chief Financial Officer has submitted a revised assessment that Topsfield owes to MASCO. There was confusion regarding the number of students that was being reported by the state vs. MASCO, however the issue has been resolved and MASCO student population numbers are being utilized.

North Shore Arc: Letter of Thanks was received regarding the donation of HOME Funds in the amount of \$20,473 to be used for a home for disabled individuals in Topsfield, to be located at 198 Central Street.

GIC V. MIIA Health Insurance: A letter was received from MIIA explaining the benefit of remaining with them as an insurance company vs. the GIC.

Massport Noise Impact Survey: There is a noise impact survey being done on communities within a 25 mile radius of Logan Airport. It is apparent that the flight plans could be changing. Selectman Gandt offered to research this issue and report back to the Board.

Suburban Coalition: Letter received from the Suburban Coalition seeking new members. There are 43 member towns; membership cost is \$250. The fee was not budgeted in the FY08 budget; therefore the Board has decided not to participate.

Joint Meeting Agenda: The Planning Board and Zoning Board are meeting to discuss a variety of items as stated in the agenda.

The Fair Request for the Town Ambulance: The Fire Chief submitted a letter stating the General Manager of the Topsfield Fair offered the Town the opportunity to provide ambulance service during the days of the Fair. The Board unanimously rejected this offer due to the Town's vote not to go into the Ambulance business.

Reports:

Rail Trail Committee: Minutes of June 25, 2007 were submitted.

School Committee: Minutes of July 12, 2007 were submitted.

Conservation Commission: Minutes of June 27 & July 11, 2007 were submitted, also CoC of 35, 43, & 51 Willowdale Rd.

Surface & Ground Water Study Committee: Minutes of August 9, 2007 were submitted.

Cable TV Advisory Committee: Minutes of July 11, 2007 were submitted.

Warrants: The Selectmen signed and approved warrants in the amount of \$ **132,645.54**. The breakdown is as follows:

Warrant #FY08:	
019T	\$ 76,392.51
020	\$ 56,253.03

Executive Session: At 8:51PM, Selectman Clark made a motion to go into executive session to discuss the Lopez v. BOH lawsuit, Fire Chief Contract, and union contracts for police, dispatchers, highway/water, and park & cemetery; Selectman Carlson seconded motion. A yes vote was recorded for Selectmen Carlson, Selectmen Gandt, Selectmen Clark and Chairman McArdle. The Board would not return to regular session. Virginia Wilder and Donna Rich were present also.

Respectfully submitted,

Donna Rich, Secretary
Selectmen's Office

Approved as ammended at the September 17, 2007 Board of Selectmen meeting.